

**TOWN OF BOW MAR, COLORADO**  
**BOARD OF TRUSTEES**  
**MINUTES OF THE REGULAR MEETING ON FEBRUARY 21, 2011**

**CALL**           The regular meeting of the Board of Trustees of the Town of Bow Mar was called for Monday, February 21, 2011, Mayor Rick Pilgrim presiding. The meeting was held at No. 2 Middlefield Road, Columbine Valley, Colorado.

A quorum was declared present at 7:03 p.m.

|                |                 |   |
|----------------|-----------------|---|
| <b>PRESENT</b> | Mayor           | Rick Pilgrim  |
|                | Trustees        | Merle McKittrick                                    |
|                |                 | John Giese  |
|                |                 | Gary Guilford                                       |
|                |                 | Elizabeth Tulloch                                   |
|                |                 | Carrie McLaughlin                                   |
|                |                 | Rick Wilkins  |
|                | Attorney        | Hugh Gottschalk                                     |
|                | Clerk/Treasurer | Karen Reutzel                                       |
|                | Police Chief    | Bret Cottrell                                       |
|                | Citizens        | Jonathan Bush, Diane Kane, Anne Jensen, Chuck Pratt |

Mayor Pilgrim led the group in the Pledge of Allegiance.

**Public Safety** - Commissioner Gary Guilford and Police Chief Bret Cottrell reported that 48 citations were written in Bow Mar and there were 28 calls for service. A report of a motor vehicle theft was a dispute between a contractor doing work in Town and an employee. There was a report of a suspicious person on Prospect Street.

**Finance** - Commissioner John Giese reported on the January financial statements. Revenues were below budget, which is expected during January due to a lack of incoming property tax payments. Expenses in all categories are generally in line or below budgeted amounts. The exception is the budgeted amount for Public Safety, which will be above budget this year in the amount of \$5,150 because the contracted fee with Columbine Valley for police was not accurately reflected in the annual budget. This amount will be covered by the projected surplus for the year, so no amendment to the annual budget is required. Mayor Pilgrim noted that although reserves are down from historic levels, statutory reserve requirements are 3% and we are currently at 30%. Moved and approved to accept the January financial reports and expenditures. Wilkins/Tulloch/Unanimous.

**Building** – Commissioner Elizabeth Tulloch reported that a total demolition permit was issued in preparation for construction of a new home on Juniper Street. This is the first project in which Town engineer is being used. The drainage plan for the home did not

pass and needs to be reviewed again before building permit is issued. The infinity pool is probably not going to occur. Other new construction projects are anticipated in the coming year.

**Parks & Recreation** – Commissioner Carrie McLaughlin had no report.

**Public Works** - Commissioner Merle McKittrick reported that four road signs in Town are in the process of being repaired. XCEL energy is replacing one that they knocked down during utility work in Town. Signs were also relocated at two entrances that were improperly placed. Snowplow and sanding bills have been high with recent snowfalls. He is watching costs closely in order to stay within budget.

**Intergovernmental** – Commissioner Rick Wilkins is looking into the feasibility of annexing Mary's Meadow into the Town of Bow Mar from the City of Denver. Former Mayor Alma Bergmann has volunteered to assist him set up a meeting with Joe Rice. He is also reviewing the franchise agreement with Allied Waste after a citizen request. Current complaints include lack of communication and reasons for increased costs for fuel charges and recycling.

**Mayor's Report** – Mayor Rick Pilgrim reported that Commissioner McKittrick will be representing the Town in the presentation of the King Scholarship Awards at the Winter Dance.

**BMOI Report** – Commissioner Gary Guilford reported on the BMOI February meeting. BMOI plans an extensive landscaping project this summer to prevent beach erosion. The cost is budgeted and will not require additional assessment. The Marston tennis courts will be resurfaced this year.

#### **Old Business –**

King Property Development Update – Mayor Pilgrim and Town Engineer Jim Godwin of Vision Land Consultants reported that the developer had submitted some 30 items as part of its preliminary plat application. VLC drafted a response letter which was revised and finalized after review and comment by the Mayor and applicable Trustees. A comment letter from the Isthmus HOA (Landowners, Inc.) was also forwarded to the developer. The developer is preparing its comments in response. Mayor Pilgrim discussed meetings that need to occur in future with regard to the development, including a study session with all the Trustees and VLC after the developer's responses are received, and a meeting with other interested entities such as BMOI, ACC and the Isthmus HOA.

Long Range Road Plan/Master Drainage Plan – presentation by Vision Land Consultants - At the request of Commissioner McKittrick, Jim Godwin discussed two potential proposals for new engineering work for the Town. One is a master drainage plan - further investigation is required to determine whether the Town might qualify for cost-sharing with the Urban Drainage and Flood Control District. The second is the development of a master paving program for the Town. In contrast to the prior road proposal, which was to provide a two-inch overlay to all streets in Town, VLC's proposal

would develop a customized paving program for each road based on their differing conditions and a schedule for repair. The Trustees discussed possible methods for paying for a plan and a paving project. Mr. Godwin's presentation was informational only and no action on the issue was taken at the meeting.

Public input and Comment Regarding Whether or Not Chickens Should be Allowed in Bow Mar With Change Of Ordinance – Four residents attended the meeting and spoke in favor of changing Town ordinances to allow the keeping of chickens with reasonable restrictions. One resident advocated that keeping chickens for eggs is consistent with green, organic, farm-to-table concepts and that Bow Mar's large yards are conducive to their keeping. The Trustees provided their comments and questions. The Board discussed comments they have heard in the community and the main concern seems to be that proper thought be given by the Board to the issue and that sufficient controls be in place if a change is made, rather than outright opposition. The Board is not sure it has heard a representative consensus on the issue to date. Other issues discussed include the need to determine the allowed location and appearance of coops, how many chickens would be allowed, a potential permitting system, and maintenance and enforcement among other issues. Neighboring dogs getting into chicken coops was mentioned as a concern and that the Town would not want to see conflicts arise between neighbors over such matters. A number of resident speakers stated that chickens (hens) are not noisy, are quieter than neighboring dogs and do not smell. Only hen chickens, not roosters or other poultry, are under consideration. Town Attorney Hugh Gottschalk was directed to draft a proposed ordinance for consideration at the March meeting, with further input from the Trustees. Mayor Pilgrim specified that any ordinance needs to be clear and enforceable.

Follow-up on Work Items from August 2010 Trustee Workshop – Commissioner Tulloch is working on updating and possibly re-codifying the Town ordinances and will prepare a plan and budget for the project. Commissioner Wilkins and Mayor Pilgrim will be working on updating the website with the assistance of the Town Clerk. Possible assistance by the Statewide Internet Portal Authority is being investigated. Commissioner McKittrick is working on an Infrastructure plan as previously discussed. Commissioners Guilford and McLaughlin are working on enforcement of existing ordinances.

King Scholarship Update – Commissioner McLaughlin reported that 7 applications for the King Scholarship committee were received and 3 Bow Mar students were selected: Emily Pirnack, Anna Petersen and Joe Ste.Marie. Each will receive a \$1,000 scholarship. The awards will be presented at the Winter Dance.

Report on Colorado Commission on Aging Meeting – Commissioner Tulloch reported she attended this Arapahoe County meeting. Bow Mar has a number of elderly residents in Town who could qualify for services. She will assess the numbers of qualifying residents and determine what services are being provided by the counties so that information can be passed on to the community.

## **New Business**

Colfax Marathon Municipal Competition – Mayor Pilgrim reported that there is prize money available for winning municipality-sponsored teams at this event. A Bow Mar Team could potentially raise money for the Bow Mar Foundation. He will contact a few local runners to assess interest in putting together a team.

Metro Health and Wellness Commission Programs – Mayor Pilgrim reported that there are community wellness programs and potential grant money available for health and wellness issues such as improved bike lanes and safe school walks. Eligibility for such grant money will be investigated.

Discussion/Review of Current Building Dept. Policies – Commissioner Tulloch reported that there are a number of building and construction issues that should be discussed over the coming months. This topic will be added to the Trustee Work Items list. Town Clerk Reutzel will investigate what would be required to institute a use tax on building projects.

CML Conference - The Town's representation at the Colorado Municipal League conference in June was discussed. It has been several years since a Town representative has attended.

**Adjournment**        There being no further business the meeting was adjourned at 9:15 p.m. Guilford/McKittrick/Unanimous. The next Regular Meeting is scheduled for April 18, 2011 at No. 2 Middlefield Road, Columbine Valley, CO. The meeting will begin at 7:00 p.m.



Richard D. Pilgrim, Mayor



Karen V. Reutzel, Town Clerk and Treasurer